

**STATE ASSURANCE FUND  
JULY 1, 2005 COST SCHEDULE**

**TABLE OF PHASE CODES (Tasks and Incremental Costs)**

**APPLYING PHASE CODES:**

The Amount Claimed Summary Worksheet (using the July 1, 2005 Schedule of Corrective Action Costs) must be prepared using a “Phase Code” in place of the previously used “Activity” code. The “Phase Code” is an alpha-numeric code identifying the applicable Phase of Corrective Action, Task completed during the Phase, and, if applicable, an Increment necessary to complete the Task. The following table lists the Phase Codes to be used when completing the Amount Claimed Summary Worksheet submitted with the SAF application.

Each Phase Code includes the following: The first alpha character indicates the Phase of Corrective Action, the following numerical character is the Task and the following alpha character is the Increment. For example, the Phase Code “C1A” is used to identify:

C = Phase C - “Site Investigation”

1 = Task - “Soil Boring Drilling and Sampling”

A = Increment - “Consultant – Pre- Field Coordination and Make Ready”

To complete the Amount Claimed Summary Worksheet, refer to the instructions in the applicable SAF Application package. The Phase Code is required to be entered into the applicable “Phase Code Column” regardless of whether there is an applicable Cost Schedule Item Code or not.

**The Phase Code for each Task includes all associated costs for completion of the Task with the exception of those specifically identified as Increments for the Task.**

**See Page 8 of table for additional comments and footnotes.**

**TABLE OF PHASE CODES (Tasks and Incremental Costs)**

<b>PHASE CODE</b>	<b>TASK / INCREMENTAL</b>	<b>DESCRIPTION</b>
<b><i>Phase A – Release Confirmation<sup>1</sup></i></b>		
A1	Task	Soil Boring Drilling and Sampling
A1A	Incremental	Consultant - Post-Field Evaluation and Project Management – Drilling and Sampling
A2	Task	Sample Collection - Not Associated With Drilling
A2A	Incremental	Consultant - Post-Field Evaluation and Project Management – Sample Collection Only
A3	Task	14-Day Report Form
<b><i>Phase B – Initial Site Characterization</i></b>		
B1	Task	Initial Site Characterization Report
B1A	Incremental	Site Reconnaissance and Field Receptor Survey [1/4 mile]
B1B	Incremental	Initial Site Characterization Report - Update of Existing Form
<b><i>Phase C – Site Investigation<sup>2</sup></i></b>		
C1	Task	Soil Boring Drilling and Sampling
C1A	Incremental	Consultant - Pre-Field Coordination and Make Ready

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<b>PHASE CODE</b>	<b>TASK / INCREMENTAL</b>	<b>DESCRIPTION</b>
C1B	Incremental	Consultant - Post-Field Evaluation and Project Management – Soil Boring Drilling and Sampling
C2	Task	Bedrock Drilling and Sampling
C2A	Incremental	Consultant - Pre-Field Coordination and Make Ready – Bedrock Drilling and Sampling
C2B	Incremental	Consultant - Post-Field Evaluation and Project Management – Bedrock Drilling and Sampling
C3	Task	Direct Push Sampling
C3A	Incremental	Consultant - Pre-Field Coordination and Make Ready – Direct Push Sampling
C3B	Incremental	Consultant - Post-Field Evaluation and Project Management – Direct Push Sampling
C4	Task	Well Installation (includes drilling and sampling) and Well Development
C4A	Incremental	Consultant - Pre-Field Coordination and Make Ready
C4B	Incremental	Consultant - Post-Field Evaluation and Project Management – Well Installation
C5	Task	Notice of Intent (NOI) Form Preparation (A.R.S. 45-596)
C5A	Incremental	Notice of Intent (NOI) ADWR Fee (A.R.S. 45-596)
C6	Task	Right of Way Permit Preparation
C6A	Incremental	Right of Way Permitting Fee
C7	Task	Acquiring Off-Site Access
C7A	Incremental	Off-Site Access Fee
C8	Task	Health and Safety Plan
C8A	Incremental	Health and Safety Plan – Update
<b><i>Phase D – Groundwater Monitoring<sup>3</sup></i></b>		
D1	Task	Groundwater Sampling
D1A	Incremental	Consultant – Pre-field Coordination and Make Ready – Groundwater Sampling
D1B	Incremental	Consultant - Post-Field Evaluation and Project Management – Groundwater Sampling
D2	Task	Measurement of Fluid Level (not associated with groundwater sampling of same wells)
D2A	Incremental	Consultant – Pre-field Coordination and Make Ready – Measurement of Fluid Level
D2B	Incremental	Consultant - Post-Field Evaluation and Project Management – Measurement of Fluid Level
D3	Task	Monitoring Natural Attenuation
D3A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Monitoring Natural Attenuation
D3B	Incremental	Consultant - Post-Field Evaluation and Project Management – Monitoring Natural Attenuation
<b><i>Phase E – Aquifer Characterization</i></b>		
E1	Task	Slug Test
E1A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Slug Test

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<b>PHASE CODE</b>	<b>TASK / INCREMENTAL</b>	<b>DESCRIPTION</b>
<b><i>Phase E – Aquifer Characterization – Continued</i></b>		
E1B	Incremental	Consultant – Post-Field Evaluation and Project Management – Slug Test
E2	Task	Aquifer Pump Test
E2A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Aquifer Pump Test
E2B	Incremental	Consultant – Post-Field Evaluation and Project Management – Aquifer Pump Test
<b><i>Phase F – Free Product Removal</i></b>		
F1	Task	Free Product Removal (Includes fluid level measurement)
F1A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Free Product Removal
F1B	Incremental	Consultant – Post-Field Evaluation and Project Management – Free Product Removal
F2	Task	Bail Down Test
F2A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Bail Down Test
F2B	Incremental	Consultant – Post-Field Evaluation and Project Management – Bail Down Test
<b><i>Phase G – Pilot Testing</i></b>		
G1	Task	Consultant – Review of Potential Remedial Alternatives <sup>4</sup>
G2	Task	Well Installation (includes drilling and sampling) and Well Development (also use for nested wells)
G2A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Well Installation
G2B	Incremental	Consultant – Post-Field Evaluation and Project Management – Well Installation
G3	Task	Bedrock Well Installation
G3A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Bedrock Well Installation
G3B	Incremental	Consultant – Post-Field Evaluation and Project Management – Bedrock Well Installation
G4	Task	Soil Vapor Extraction (SVE) Pilot Test
G4A	Incremental	Consultant – Pre-Field Coordination and Make Ready – SVE Pilot Test
G4B	Incremental	Consultant – Evaluation and Project Management of Pilot Test Data – SVE Pilot Test
G5	Task	Combined SVE and AS Pilot Test
G5A	Incremental	Consultant - Pre-Field Coordination and Make Ready – Combined SVE and AS Pilot Test
G5B	Incremental	Consultant - Evaluation and Project Management of Pilot Test Data – Combined SVE and AS Pilot Test

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<b>PHASE CODE</b>	<b>TASK / INCREMENTAL</b>	<b>DESCRIPTION</b>
<i><b>Phase G – Pilot Testing - Continued</b></i>		
G6	Task	Multi-Phase Extraction (MPE) or Dual Phase Extraction (DPE) Pilot Test
G6A	Incremental	Consultant - Pre-Field Coordination and Make Ready – MPE or DPE Pilot Test
G6B	Incremental	Consultant - Evaluation and Project Management of Pilot Test Data – MPE or DPE Pilot Test
G7	Task	Other Pilot Test Method
G7A	Incremental	Consultant - Pre-Field Coordination and Make Ready – Other Pilot Test Method
G7B	Incremental	Consultant - Evaluation and Project Management of Pilot Test Data – Other Pilot Test Method
G8	Task	Notice of Intent (NOI) Form Preparation (A.R.S. 45-596)
G8A	Incremental	Notice of Intent (NOI) ADWR Fee (A.R.S. 45-596)
<i><b>Phase H – Remedial Response</b></i>		
H1	Task	Well Installation (includes drilling and sampling) and Well Development (also use for nested wells)
H1A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Well Installation
H1B	Incremental	Consultant – Post-Field Evaluation and Project Management – Well Installation
H2	Task	Bedrock Well Installation
H2A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Bedrock Well Installation
H2B	Incremental	Consultant – Post-Field Evaluation and Project Management – Bedrock Well Installation
H3	Task	Consultant – Pre-Built Engineering Design for Active Remedial System
H4	Task	Remedial System Installation* for Active Remedial System

\* Time and materials detail for actual incurred costs for H4 should be claimed on the Amount Claimed Summary Worksheet per the following categories:

<b>REMEDIAL SYSTEM INSTALLATION CATEGORY</b>	<b>UNITS</b>	<b>x</b>	<b>UNIT COST</b>	<b>UNIT COST DESCRIPTION</b>
Trenching and Backfill		<b>x</b>		\$/LF
Piping within Trench		<b>x</b>		\$/LF
Resurfacing (trench area to prior condition)		<b>x</b>		\$/SF
Well Head Modifications		<b>x</b>		\$/Well
Well Electrics		<b>x</b>		\$/well
Well Plumbing		<b>x</b>		\$/Well
System Equipment Plumbing / Equipment Set up		<b>x</b>		T&M Required
Compound Fencing		<b>x</b>		\$/LF
Concrete Slab		<b>x</b>		\$/CY
Removal of Construction Debris		<b>x</b>		T&M Required
Miscellaneous (must identify)		<b>x</b>		T&M Required

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<b>PHASE CODE</b>	<b>TASK / INCREMENTAL</b>	<b>DESCRIPTION</b>
<b><i>Phase H – Remedial Response – Continued</i></b>		
H4A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Remedial System Installation (Active Remedial System)
H4B	Incremental	Consultant – Post-Field Evaluation and Project Management – Remedial System Installation (Active Remedial System)
H5	Task	Remedial System Start-up (Active Remedial System)
H5A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Remedial System Start-up (Active Remedial System)
H5B	Incremental	Consultant – Post-Field Evaluation and Project Management – Remedial System Start-up (Active Remedial System)
H6	Task	Remedial System Engineering Design for Initial Treatment (Passive Remedial System) <sup>5</sup>
H7	Task	Initial Treatment (Passive Remedial System) <sup>5</sup>
H7A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Initial Treatment (Passive Remedial System) <sup>5</sup>
H7B	Incremental	Consultant – Post-Field Evaluation and Project Management – Initial Treatment (Passive Remedial System) <sup>5</sup>
H8	Task	Notice of Intent (NOI) Form Preparation (A.R.S. 45-596)
H8A	Incremental	Notice of Intent (NOI) ADWR Fee (A.R.S. 45-596)
H9	Task	Air Quality Permit Application
H9A	Incremental	Air Quality Permit Application Fee
H10	Incremental	Health and Safety Plan
H10A	Incremental	Health and Safety Plan – Update
<b><i>Phase I – Operation and Maintenance</i></b>		
I1	Task	Operation and Maintenance (Active Remedial System)
I1A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Operation and Maintenance
I1B	Incremental	Consultant – Post-Field Evaluation and Project Management – Operation and Maintenance
I2	Task	Application of Remedial Treatment (Passive Remedial System) <sup>5</sup>
I2A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Remedial Treatment (Passive Remedial System) <sup>5</sup>
I2B	Incremental	Consultant – Post-Field Evaluation and Project Management – Remedial Treatment (Passive Remedial System) <sup>5</sup>
I3	Task	Air Quality Permit Fees (Annual or Other)
I4	Task	Air Quality Reporting (Semi-Annual or Other)
<b><i>Phase J – LUST Closure and Decommissioning</i></b>		
J1	Task	Confirmation Soil Boring Drilling & Sampling
J1A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Drilling and Sampling
J1B	Incremental	Consultant – Post-Field Evaluation and Project Management – Drilling and Sampling

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<b>PHASE CODE</b>	<b>TASK / INCREMENTAL</b>	<b>DESCRIPTION</b>
<b><i>Phase J – LUST Closure and Decommissioning - Continued</i></b>		
J2	Task	Well Abandonment
J2A	Incremental	Consultant –Pre-Field Coordination and Make Ready – Well Abandonment
J2B	Incremental	Consultant – Post-Field Evaluation and Project Management – Well Abandonment
J3	Task	System / Site Decommissioning
J3A	Incremental	Consultant –Pre-Field Coordination and Make Ready – System / Site Decommissioning
J3B	Incremental	Consultant – Post-Field Evaluation and Project Management – System / Site Decommissioning
J4	Task	Notice of Intent (NOI) Form Preparation (A.R.S. 45-596)
J4A	Incremental	Notice of Intent (NOI) ADWR Fee (A.R.S. 45-596)
<b><i>Phase K – Remedial Excavation</i></b>		
K1	Task	Remedial Excavation
K1A	Incremental	Backfill and Compaction for Remedial Excavation
K1B	Incremental	Resurfacing (only area of excavation, only to prior condition)
K1C	Incremental	Consultant – Pre-Field Coordination and Make Ready – Remedial Excavation
K1D	Incremental	Consultant – Post-Field Evaluation and Project Management – Remedial Excavation
<b><i>Phase L – Tank Closure</i></b>		
L1	Task	Tank Closure
L1A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Tank Closure
L1B	Incremental	Consultant – Post-Field Evaluation and Project Management – Tank Closure
L1C	Incremental	Resurfacing (only area of excavation, only to prior condition)
L1D	Incremental	Backfill and Compaction for Tank Closure
L1E	Incremental	Permanent Closure Assessment Report Form
L2	Task	Over Excavation during Tank Closure (justification required) <sup>6</sup>
L2A	Incremental	Consultant – Pre-Field Coordination and Make Ready – Over Excavation during Tank Closure
L2B	Incremental	Consultant – Post-Field Evaluation and Project Management – Over Excavation during Tank Closure
L2C	Incremental	Backfill and Compaction for Over Excavation
L2D	Incremental	Resurfacing (only area of excavation, only to prior condition)
L3	Task	Contractor – Off-Site Transportation of Tank(s) (disposal receipt required)
<b><i>Phase M– Risk-Based Evaluation</i></b>		
M2	Task	Tier 2 Risk-Based Evaluation
		Note: If additional soil or groundwater data is required, the actual field activities should be claimed under this Phase Code.
M2A	Incremental	Risk Assessment Screening or Report – Tier 2 Risk-Based Evaluation

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<b>PHASE CODE</b>	<b>TASK / INCREMENTAL</b>	<b>DESCRIPTION</b>
<b><i>Phase N - Reporting</i></b>		
N1	Task	45-Day Free Product Report
N2	Task	ADEQ-Approved Site Characterization Report (SCR)
N2A	Incremental	LUST Site Classification Form included with the SCR
N2B	Incremental	Risk Evaluation pursuant to A.A.C. R18-12-263.01(A)
N3	Task	ADEQ-Approved Corrective Action Plan (CAP)
N3A	Incremental	LUST Site Classification Form (included with the CAP)
N4	Task	Notice of Remediation Form
N5	Task	Groundwater Monitoring Report and Remedial Progress Report
N6	Task	Periodic Site Status Report <sup>7</sup>
N7	Task	Corrective Action Completion Report (previously titled "Post-Remediation Closure Report")
N8	Task	Other Required Regulatory Reports <sup>8</sup>
<b><i>Phase O - Initial Abatement and / or Initial Response</i></b>		
O1	Task	Initial Vapor Monitoring or Sampling of Fire, Explosion or Vapor Hazard
O2	Task	Mitigation of Fire or Safety Hazard
<b><i>Phase P - Work Plan and SAF Application Preparation</i></b>		
P1	Task	Preparation of an ADEQ-Approved Site Characterization Work Plan – Soil Only
P2	Task	Preparation of an ADEQ-Approved Site Characterization Work Plan – Soil and Groundwater
P3	Task	Preparation of an ADEQ-Approved SAF Work Plan to Implement an Approved Corrective Action Plan
P4	Task	Preparation of an ADEQ-Approved SAF Work Plan to Implement Remediation without an Approved Corrective Action Plan
P5	Task	Preparation of a ADEQ-Approved PreApproval Application
P6	Task	Preparation of a Reimbursement or Direct Payment application with less than or equal to 2 Primary Provider Invoices
P7	Task	Preparation of a Reimbursement or Direct Payment application with Greater than 2 Less than or Equal to 5 Primary Provider Invoices
P8	Task	Preparation of a Reimbursement or Direct Payment application with 6 or More Primary Provider Invoices

**Notes:**

*Pre-field Coordination and Make Ready* = includes the project management associated with scheduling and planning the field event.

*Post-Field Evaluation and Project Management* = includes the evaluation of the data and the project management after the field event.

If the pre-field or post-field hours claimed can be associated with more than one phase, then split hours as appropriately as possible or footnote the hours on the worksheet of the SAF application.

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**Footnote References:**

<sup>1</sup> Phase A applies to release confirmation sampling.

<sup>2</sup> Phase C applies to investigation of the vertical and lateral extent of contamination.

<sup>3</sup> Phase D – Groundwater Monitoring:

Task D1 applies to groundwater sampling and includes fluid level monitoring for wells that are being sampled.

Task D2 applies to collection of fluid levels when no associated groundwater sampling is conducted.

<sup>4</sup> Phase Code “G1” for “Review of Remedial Alternatives” is for review of ALL remedial alternatives for the site. This correlates to researching and review of which remedial alternative(s) may be eliminated as a possible remediation method and which method(s) may be appropriate at the site.

<sup>5</sup> “Passive Remedial System” applies to “O.R.C”, peroxide, nutrient injection, MNA, etc.

<sup>6</sup> Phase Code “L2” applies to the over excavation of contaminated soil during UST closure.<sup>6</sup>

<sup>7</sup> Phase Code “N6” should be used for “status reports” pursuant to the 2002 Corrective Action Rule.

<sup>8</sup> Phase Code “N8” should be used for reports (necessary for eligible UST corrective actions) prepared to satisfy permit requirements other than Air Quality. Phase Code “I4” should be used for Air Quality reporting.